Annex A (Quarterly AGR SITREP) to TRADOC DCG-USAR SOP

1. **Intent:** The intent of the Quarterly AGR SITREP is to inform the senior leadership of key actions that AGRs are performing in support of both the Army Reserve and the Army. The focus is on those items which will affect the Army Reserve within the current POM cycle.

2. **Submission Requirements:**

    a. The senior Army Reserve AGR at each school, center, or command will submit a consolidated (edited) SITREP each quarter. The senior AGR is responsible for consolidating submissions from across the organization, to include SITREPs from the other Army Reserve AGRs.

    b. The following Commands and Centers are required to submit an AGR Quarterly SITREP:

    HQ TRADOC (Futures, DSCOPS&T, DSCPIL)
    AAC (including Cadet Command)
    JFCOM
    CAC (including CGSC)
    CASCOM
    MANCEN
    SSI
    US Army Training Center and Ft Jackson
    CONUS Replacement Center – Ft Benning
    Joint Readiness Training Center

    c. The following schools are required to submit an AGR Quarterly SITREP

    Army War College
    Sergeants Major Academy
    Aviation
    Military Intelligence
    Signal
    Military Police
    Engineer
    Chemical
    Adjutant General
    Finance
    Chaplain
    Quartermaster
    Ordnance
    Transportation

Army Logistics Management College
Warrant Officer Career Center

3. **Schedule:** The Quarterly AGR SITREP is due to the ODCG-USAR the third Tuesday of each quarter. The ODCG-USAR will publish the consolidated TRADOC Army Reserve AGR SITREP the fourth Tuesday of the quarter to the TRADOC AGR community and the Army Reserve senior leaders.

4. **Submission Guidelines:** The senior AGR is responsible for ensuring the SITREP submissions adhere to the following guidelines; Submissions should be relevant to the Army Reserve **and** provide information on one or more of the following items:

   a. Assists in strategic decision making within the Army Reserve,

   b. Assists in the training of Army Reserve Soldiers,

   c. Provides insight into TRADOC decision making,

   d. Updates Army Reserve leadership on ongoing TRADOC initiatives.

5. **Content Guidelines:**

   a. The TRADOC AGR SITREP is a tool to disseminate information to Army Reserve senior leaders, and to share information across TRADOC. It is not intended to serve as a complete listing of all activities the organization is performing.

   b. Each submission should address one or more of the following topics: Combat Development, Training Development, Initial Military Training, NCOES/OES, Accessions, and Army Reserve support to TRADOC.

   c. Actions which **require** a SITREP submission are: Reorganization of missions, functions, or staff which affects AGR utilization (e.g. changes to AGRMIS or DA Form 5648-R), and tasking of AGRs to fulfill TRADOC support to GWOT.

6. **Format Guidelines:** Each submission will include classification, title (both in bold), discussion, impact on the Army Reserve (title in bold), and the action officer's name,

commercial phone and e-mail address. The submission should not exceed 15 lines. An example follows:

(U)   TATS-C POI Working Group. DCG-USAR reps, (MG Thompson, COL Limoges, LTC Stolz), attended a DCSOPS&T, TASSD hosted POI workshop on 12 May 05. Primary focus was to identify the most efficient method to collect required data on status of POI's to determine currency. Proposal of method to collect and review data will be briefed to DCSOPS&T. Once approved, data will be collected and proposals to streamline processes, address areas of responsibility and reduce the time required to update courseware will be presented. The report, proposals to correct deficiencies, and status of successes to date should be reported in an appropriate venue at least quarterly. **Impact on the Army Reserve:** This is an effort to address the issue/ concern that training developers are not meeting the requirements for exportable Reserve Component institutional training. COL Limoges/DCG-USAR / 757-788-2221/peter.limoges@us.army.mil

7. **Prioritization:** ODCG-USAR will produce two versions of the SITREP; an executive summary for the CAR, and a full version for dissemination to the USARC staff and MSCs. In order to ensure the CAR receives only the most important items, the senior AGR at each organization will review and prioritize the submissions. The senior AGR will indicate which, if any, submissions should be included in the CAR's executive summary. The executive summary will only contain the top submission from each command/school.